

*C. A. Bock*

2014 OCT -1 A 10:40

TO: Budget Review Committee Members  
Marcia A. Leclerc, Mayor  
Michael P. Walsh, Director of Finance  
Timothy A. Bockus, Director of Public Works  
Susan M. Hansen, Director of Libraries

TOWN CLERK  
EAST HARTFORD

FROM: Mary G. Martin, Raymond Library Expansion Project Administrator *YMG*

SUBJ: Minutes of the 9/30/14 Meeting of the Raymond Library Expansion Project Budget Review Committee

DATE: October 1, 2014

The meeting was called to order by Mayor Leclerc at 3:19 p.m. on September 30, 2014 in the Office of the Mayor.

Present: Mr. Walsh, Mr. Bockus, Ms. Hansen, and Ms. Martin

Ms. Martin presented requests for Change Orders #42 through #49 to the W. J. Mountford Co. construction contract. These requests were already reviewed and approved by project architect Bruce Tuthill and Owner's Representative Scott Boos.

- Change Order #42 decreases the contract amount by \$2,632. This amount rescinds the amount quoted in Change Order #36 to remove an 18 inch caliper tree from the south side of the library. The requested amount will be revised and submitted for future consideration.
- Change Order #43 increases the contract amount by \$1,083. The cost is related to the deletion of precast concrete sills at all new window locations and the revision of all new exterior windows to double-hung or fixed type for continuity between the existing building and the addition.
- Change Order #44 increases the contract amount by \$3,353. This is due to a revision to the drainage design on the east and south canopies that deletes all plumbing work and uses scupper type drain boxes directly into rain water leaders. On the south canopy, blocking, fascia trim and a metal drain pan under the arched top window will be added.
- Change Order #45 increases the contract amount by \$3,493. The work described covers the replacement of two doors in the administrative area on the 2<sup>nd</sup> floor with new cherry doors to match those in the addition. A window will be added to the door for the Director's Office and one new door and frame will be

created in the existing opening to the Assistant's Office that currently has no door.

- Change Order #46 increases the contract amount by \$4,615. It includes the provision of blown-in insulation in the existing mansard roof areas on north, west and south sides of the existing building. The total approximate area to be insulated is 2,000 square feet.
- Change Order #47 increases the contract amount by \$8,274. The cost is related to replacing an existing wall and door between the 2<sup>nd</sup> floor corridor and what will now be the Rare Book Room. A new metal stud wall and a pair of doors with hardware matching the new addition will be installed.
- Change Order #48 increases the contract amount by \$18,631. This is due to the need to make structural repairs and modifications within the existing building on the ground floor. Work will include the removal of an existing channel bolted to the wall over the opening to the new book area and removal of two LVL beams supporting the Reference Room floor above which will be replaced with a new steel beam. Beam pockets will be patched. A sill opening will be cut into the existing masonry wall for a new door. All existing furring in the Main Lobby will be removed and reframed with metal furring and gyp board to provide a 10 foot high ceiling.
- Change Order #49 increases the contract amount by \$2,870. This work covers the installation of new electrical conduit and wiring to the flagpole light. This work is required to replace the existing wiring which was not buried at a proper depth and was damaged during tree removal.

Motion was made by Mr. Walsh; seconded by Mr. Bockus, to approve Change Orders #42 through #49. Vote was unanimous.

The net grand total of these change orders is \$39,687. The grand total of all increases by change orders is \$368,362. The revised total amount of the contract will be \$6,773,362.

Ms. Martin noted that the project remains within budget.

A copy of these Change Orders, including back-up documentation, is attached to these minutes and will be kept on file in the Office of the Mayor, with the Town Clerk, and in the Project Administrator's office.

Meeting was adjourned at 3:40 p.m.

The next meeting is scheduled for Tuesday, October 7, 2014 at 1:30 p.m. in the Office of the Mayor.

Cc: Bruce Tuthill, Tuthill and Wells Architects LLC  
Scott Boos, Owner's Representative  
Paul Hollmann, W.J. Mountford Co.